



### Status Settings in FICRAS

Engagement Status	
Engagement Sent	Auto-set when engagement letter is sent to the appraiser
Engagement Accepted	Auto-set when appraiser accepts the engagement letter (applies signature and submits). (In the case of an internal evaluation or a TPE - Engagement Accepted is auto set when ARD manually sends the engagement)
Internal	Auto-set when ARD receives validity check request
Report Submitted	Auto-set when report is submitted to the ARD by the appraiser
Report Returned	Auto-set when ARD returns the report to the appraiser for correction
Report Delivered	Auto-set when the ARD Delivers the appraisal and related review to the lender
Project Completed	Manually set by ARD upon final completion of the project

Project Status - Appraisals	
New Project	Auto-set when Lending team submits project request to ARD
RFP's Requested	Auto-set when ARD sends bid requests to appraisers
RFP's Received	Auto-set when ARD receives a bid(s) from appraiser(s)
Bid Selection Requested	Auto-set when ARD submits bids to loan officer for approval/selection
Bid Selection Completed	Auto-set when Loan Officer selects a bid and submits to ARD
Services Declined	Auto-set when an appraiser declines an engagement
Services Engaged	Auto-set when an appraiser is sent an engagement
Reports Received	Auto-set when a report is submitted by the appraiser to the ARD/Bank
Report Under Review	Manually set by ARD (note: Reviewed column auto displays "in-process" when a review is started by ARD)
Delivered	Auto-set when the ARD Delivers the appraisal and related review to the lender
Project Completed	Manually set by ARD upon final completion of the project
Project Deleted	Manually set by ARD when deleting a project (lender can request the ARD cancel a project in their change column, which will notify ARD)
On Hold	Manually set by ARD when placing a project "On Hold" (lender can request a project be placed on hold in their change column, which will notify the ARD)
On Hold - Temporary	Manually set by ARD when placing a project "On Hold-Temporary"

Project Status - Evaluations	
New Project	Auto-set when Lending team submits project request to ARD
Services Engaged	Auto-set when ARD: a.Accepts the Evaluation Project Internally b.Engages a third-party Evaluation Service
Reports Received	Auto-set when ARD has received or completed the Evaluation Report, needs to review
Report Under Review	Manually set by ARD (note: Reviewed column auto displays "in-process" when a review is started by ARD)
Delivered	Auto-set when the ARD Delivers the appraisal and related review to the lender
Project Completed	Manually set by ARD upon final completion of the project
Project Deleted	Manually set by ARD when deleting a project (lender can request the ARD cancel a project in their change column, which will notify ARD)
On Hold	Manually set by ARD when placing a project "On Hold" (lender can request a project be placed on hold in their change column, which will notify the ARD)
On Hold - Temporary	Manually set by ARD when placing a project "On Hold-Temporary"

Lender Request Status	
Active	Auto-set when order is submitted
Request to Cancel Order	Manually set by the lender through Change
Place This Order On Hold	Manually set by the lender through Change
Order Has Been Completed	Manually set by the lender through Change